



NORTHWEST POWER NORTHWEST VALUES

Job Title & Series:
Supervisory Land Surveyor, 1373

Job Announcement Number:
9863-12-DE

Grade & Salary Range:
GS-13: \$86,260 - \$112,136

Opens: 03/14/2012
Closes: 04/03/2012
(Applications must be received by 11:59 p.m. Pacific Time)

Full performance level: GS-13.

Anticipated number of positions to be filled:
More than one position may be filled.

Location: Vancouver, WA
Relocation is not available for this position.

Type of Position: This is a permanent position with a full-time work schedule.

Benefits: BPA offers a comprehensive benefits package. <http://www.jobs.bpa.gov/Benefits/>

Eligibility

All United States citizens are eligible to apply.

*NOTE: You must submit separate and complete application packages for each vacancy for which you would like to be considered. This includes current or former federal employees eligible for transfer or reinstatement, veterans eligible for appointment under the Veterans' Employment Opportunities Act or other veterans' programs, and others eligible under special hiring authorities may apply under external announcements and internal Merit Promotion procedures: **9864-12**.*

About BPA

The Bonneville Power Administration has been powering people and careers for nearly 75 years. We are a non-profit federal agency that provides clean, emissions-free electricity to the Pacific Northwest and maintains a high voltage transmission system to deliver that electricity. We are a leader in sustainability and environmental stewardship, promoting energy efficiency, renewable energy, the smart grid, fish and wildlife protection and initiatives to address climate change. We are a visionary and innovative agency that values diversity and creativity and encourages continuous learning. We are located throughout the Pacific Northwest with opportunities in cities, smaller communities and rural areas. You can learn more about BPA at www.bpa.gov.

Job Summary & Major Duties

Survey and Mapping (TERM) provides land survey and mapping services to support the design, right-of-way acquisition, land management, construction, and maintenance of BPA transmission facilities and programs. Supports right-of-way acquisition for transmission facilities by preparing pre-acquisition documentation, including land descriptions and exhibits. Prepares and maintains drawings of BPA transmission facilities, particularly transmission line plan/profile drawings and site property acquisition drawings, including substation sites, communication sites, and fish facilities. Provides management direction, and control for these services, many of which are carried out through contracting.

The incumbent is a Supervisory Land Surveyor or Civil Engineer for the Mapping functional group in Survey and Mapping, Real Property Services, Engineering and Technical Services, Transmission Services Organization. Mapping prepares and maintains drawings of BPA transmission facilities showing: 1) line design data, 2) access road locations and easements, 3) land survey data, and 4) all BPA right-of-way and out grants. Working with Engineering, Real Property Services, and Surveying, Mapping identifies and describes all right-of-way and permit tracts necessary to construct, operate, and maintain BPA transmission facilities. Mapping actively manages more than 30,000 transmission facility drawings.

The Surveying and Mapping Sections are currently implementing a Geospatial Initiative which includes writing Geospatial Positioning and Accuracy Standards and Specifications for BPA staff and Master Contractors to support the management of geospatial data within an ArcSDE environment. Additionally, the Survey and Mapping Sections are in the early stages of migrating from the current state of revision mapping to an automated mapping model where map changes are updated in the database and accessed through a Plan and Profile Mapping Portal.

Qualifications

SPECIALIZED EXPERIENCE

Experience performing the following:

- Experience managing land surveying or engineering projects.
- Experience as a land surveyor.
- Experience with the design and maintenance of workload, project status, and project information systems.

In order to be rated as meeting the minimum qualifications, we must be able to determine from your application package (includes resume, cover letter and or other supporting material) that you have a minimum of **one year** of the specialized experience requirement described above. *Applicants who have qualifying experience performed on less than a full-time basis must specify the percentage and length of time spent in performance of such duties.*

EDUCATION

To be rated as qualified for this position, college transcripts are required.

A. Degree: land surveying; or civil engineering with a surveying option/emphasis. The civil engineering major must have included at least 6 semester hours of surveying, 3 semester hours of land law, and 21 additional semester hours in any combination of the following: surveying, photogrammetry, geodetic surveying, geodesy, route surveying, remote sensing, cartography, survey astronomy, land information systems, computer-aided mapping, aerial photo interpretation, and survey analysis and adjustments.

OR

B. Combination of education and experience--courses equivalent to a major in land surveying or civil engineering as described in paragraph A, plus appropriate experience or additional education.

OR

C. The basic requirements for this series may be fully satisfied by a current registration as a land surveyor in a State, territory, or the District of Columbia obtained by written examination. Such registration must have been obtained under conditions outlined in the National Council of Engineering Examiners (NCEE) Unified Model Law for Registration of Surveyors. Applicants wishing to be considered under this provision must show evidence of registration based on successful completion of the written examinations. Registrations granted prior to adoption of a registration law with qualification requirements equivalent to the NCEE Model Law by the State, territory, or District of Columbia are not acceptable under this option. To be considered equivalent to the NCEE Model law, registration laws must include the four options listed within the NCEE Unified Model Law in the section specifying "General Requirements for Registration" as a Professional Land Surveyor.

NOTE: You must submit college transcripts with your application (copies are acceptable. If selected, you will be required to provide originals). Failure to provide will result in a rating of not qualified.

Education obtained outside the United States: If your education has been obtained outside the U.S, you must submit proof with your application that your transcripts have been evaluated by a private organization that specializes in interpretation of foreign educational credentials and have been deemed at least equivalent to that gained in conventional U.S. education institutions.

KNOWLEDGE, SKILLS, AND ABILITIES

Your application materials will be reviewed against the knowledge, skills and abilities (KSAs) listed below to determine your category rating: Best Qualified, Highly Qualified, or Qualified. Within these categories, applicants eligible for veteran's preference will receive selection priority.

Please describe your experience and thoroughly address the statements below within your resume, cover letter, and/or other supporting material you choose to submit. Work product examples will not be reviewed unless specifically requested. **Clearly articulating your work experience to determine the application of this knowledge, these skills or abilities through performance is critical to determining your qualifications for this position.** For more information on how to provide supporting information for KSAs, please visit http://jobs.bpa.gov/How_To_Apply/ksa.cfm.

1. **Knowledge of land surveying concepts, principles and practices that support work in the engineering design and land acquisition of facilities in long linear rights of way.** *Including:*
 - *Experience managing land surveying or engineering projects and supervising technical staff.*
 - *Your level of involvement and responsibility in leadership roles for land surveying or engineering projects.*
 - *Experience in deed analysis and resolution of land boundaries, legal description preparation, real property acquisitions including title review.*
2. **(Project Management) Skill as a project or program manager in the planning, organizing, and managing of surveying, mapping, and contracting, particularly as it pertains to the design and maintenance of right of way plats.** *Including:*
 - *Experience in the design and execution of project and/or program management activities.*
 - *Experience in contract management and oversight of external contractors.*
 - *Experience with the design and maintenance of workload, project status, and project information systems.*
3. **(Supervision and Leadership) Ability to provide supervision and leadership through the effective use of teambuilding, coaching, and mentoring; assign accountability and responsibility as appropriate; establish standards of quantity and quality for work products; provide feedback on work accomplishments; and develop and motivate employees.** *Including:*
 - *Experience or training as a supervisor, performing lead duties, or as a project leader.*
 - *Experience providing guidance and training to employees.*
 - *Experience coordinating and integrating the work of others.*
 - *Experience providing advice to others.*
 - *Experience evaluating work products.*
 - *Experience improving or devising new work methods and procedures.*
4. **(Facilitating Work) Ability to establish and define long- and short-term organizational goals; define required work results and establish parameters for accomplishment of these results; to facilitate a collaborative decision-making process; to encourage problem solving by subordinates; make functional assignments based on recognized employee strengths; and develop and gain support for the organization's vision.** *Including:*
 - *Experience formulating or participating in the establishment of work plans or work unit objectives.*
 - *Experience working with other work units to resolve problems and issues.*
 - *Experience identifying resources necessary to accomplish objectives.*
5. **(Communication) Ability to clearly and concisely share information with subordinate staff; to present both verbally and in writing ideas which are shared with employees at all levels; to develop an atmosphere of teamwork through shared ideas and goals; to negotiate resolution or controversial issues; and to build relationships throughout the organization which facilitate the accomplishment of work.** *Including:*
 - *Oral and written communication.*
 - *Policy and/or program information communicated.*
 - *Negotiation of controversial issues.*
6. **(Diversity) Ability to recognize employee diversity and build on strengths; to ensure a discrimination and harassment-free workplace for all employees; to provide developmental and training opportunities for employees; to support and promote Bonneville's equal opportunity program.** *Including:*
 - *Your role and participation in diversity and EEO programs relative to employment advancement, performance management and/or training opportunity availability for employees.*

ADDITIONAL REQUIREMENTS

- Applicants must possess and maintain a current valid State's Driver License as a condition of appointment. If selected, you will be required to provide proof that you meet this requirement.
- 1 to 5 nights of overnight travel per month is a requirement of the position.
- **CONFIDENTIAL FINANCIAL DISCLOSURE:** Selectee will be required to complete the Office of Government Ethics Standard Confidential Financial Disclosure Report (OGE450e) within 30 days of employment and annually.
- **Supervisory/Managerial Probationary Period:** First time supervisors will be required to serve a 1-year probationary period.

SECURITY & SUITABILITY

The sensitivity level of this position is designated as 'Low Risk – Nonsensitive', which requires that the selectee pass a National Agency Check with Inquiries (NACI) personnel investigation and receive a favorable suitability determination. For more information please visit: http://jobs.bpa.gov/How_To_Apply/faqs.cfm#18

Application Package Checklist

- ☐ Resume, cover letter, and/or other supporting material you choose to submit that fully describe your education and experience. Application must contain sufficient information to determine eligibility for the position.

Applications must include the following information:

- ☐ Job Announcement number, title, and grade
- ☐ Full legal name, mailing address, contact telephone number and email address
- ☐ **Country of citizenship** (SSN or other ID is not requested at this time)
- ☐ High school attended which includes name of high school and location.
- ☐ Employment history including unpaid positions with job title, grade (if Federal), duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (month and year), salary, and hours worked per week. Explain any gaps in employment.
- ☐ Indication if we may contact your current supervisor.
- ☐ List of other job-related training, skills, certificates and licenses, recognition, professional memberships, publications, leadership activities, or other relevant information.
- ☐ Grade level(s) for which you are applying.
- ☐ College transcripts (photocopies are acceptable).
- ☐ Additional documents as specified in 'Additional Requirements'.
- ☐ VETERANS: To be considered for veteran's preference, a copy of your DD-214 (Member 4) is required. 10-point veterans must also provide a copy of their SF-15 and associated documentation.
- ☐ All applicants are encouraged to complete the Ethnicity and Race Identification attached.

How to Submit Your Application

Applications may be emailed, faxed or mailed. Due to security requirements, we only accept hand-delivered application from individuals who currently have badge access to the building.

- **Email to:** jobs@bpa.gov with the Job Announcement Number in the subject line and on any attachments.
- **Fax to:** 503-230-3149
- **Send via US Mail to:** Bonneville Power Administration, ATTN: Human Capital Management, NHQ-1, PO Box 3621, Portland, OR 97208-3621.

You will be notified via email to confirm receipt of your application package. *Applicants should retain a copy of their application as BPA does not return applications or provide copies.* For more information on the hiring process, please refer to: http://jobs.bpa.gov/How_To_Apply/whathappens.cfm.

Additional Information

Veterans Information: <http://www.usajobs.gov/vi>

Career Transition Assistance Program/Interagency Career Transition Assistance Program

(CTAP/ICTAP): Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605 (a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. **Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.** For additional information please refer to <http://www.opm.gov/ctap/>

EEO Policy Statement: <http://www.usajobs.gov/eeo>

Reasonable Accommodation Policy Statement: <http://www.usajobs.gov/raps>

Legal and Regulatory Guidance: <http://www.usajobs.gov/lrg>

Forms Availability: All application materials may be obtained by calling 503-230-3230, or 1-877-975-4272 or visiting: <http://www.jobs.bpa.gov>.

Applicant Source Form

The Bonneville Power Administration's Human Capital Management office has an ongoing process improvement objective associated with recruitment and outreach strategies. In order for us to assess the effectiveness of our current advertising and Recruitment efforts, please identify how you learned about this job by marking the appropriate box below:

Vacancy Announcement Number	Position Title, Series, Grade
<input type="text"/>	<input type="text"/>

☐ **BPA Website**

☐ **USAJOBS Website**

☐ **Job Board** (CareerBuilder, Craigslist, Employment Dept, etc.)

(please specify): _____

☐ **Industry Website or Event** (National Institute of Government Purchasers, GreenDrinks, etc.)

(please specify): _____

☐ **Social Media Website** (Facebook, LinkedIn, etc.)

(please specify): _____

☐ **Career Fair** (campus events, community event)

(please specify): _____

☐ **BPA employee**

☐ **Other (please specify):** _____

U.S. Office of Personnel Management Guide to Personnel Data Standards	ETHNICITY AND RACE IDENTIFICATION (Please read the Privacy Act Statement and instructions before completing form.)	
Name (Last, First, Middle Initial) <div style="background-color: #cccccc; width: 100px; height: 20px;"></div>		
Agency Use Only		
Privacy Act Statement <p>Ethnicity and race information is requested under the authority of 42 U.S.C. Section 2000e-16 and in compliance with the Office of Management and Budget's 1997 Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, your employing agency will attempt to identify your race and ethnicity by visual observation.</p> <p>This information is used as necessary to plan for equal employment opportunity throughout the Federal government. It is also used by the U. S. Office of Personnel Management or employing agency maintaining the records to locate individuals for personnel research or survey response and in the production of summary descriptive statistics and analytical studies in support of the function for which the records are collected and maintained, or for related workforce studies.</p>		
Specific Instructions: The two questions below are designed to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.		
Question 1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.) <input type="checkbox"/> Yes <input type="checkbox"/> No		
Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box. Check as many as apply.		
RACIAL CATEGORY (Check as many as apply)	DEFINITION OF CATEGORY	
<input type="checkbox"/> American Indian or Alaska Native	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.	
<input type="checkbox"/> Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	
<input type="checkbox"/> Black or African American	A person having origins in any of the black racial groups of Africa.	
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	
<input type="checkbox"/> White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.	

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